

Delaware Women's Hall of Fame Committee  
Agenda  
April 6, 2018

Meeting Locations:

Wilmington: Carvel Building, 820 N. French Street, Wilmington, DE Department of State, 4<sup>th</sup> Floor, Arts Conference Room

Dover: Cannon Building, 861 Silver Lake Blvd, Department of State Conference Room A 2nd Floor

**Goal of Today's Meeting:** Finalize the rubric and the location. Discuss Sponsorship Levels and develop a plan to gain support.

Time	Topic	Who
12:00 p.m.	Call to Order & Welcome especially to Shaleah Sutton	Melanie Ross Levin Kay Keenan
12:05 p.m.	Approval of Minutes from 3/9/18 meeting	Kay/All
12:10 p.m.	Clarification of Bylaws questions and Approval of Revisions from January meeting	Melanie
12:15 p.m.	Status of Our Application (and submissions) <ul style="list-style-type: none"><li>• Research about forms</li><li>• Response from DTI</li><li>• Number received to date</li></ul>	Melanie
12:30 p.m.	Venue Update <ul style="list-style-type: none"><li>• Menu committee (gluten free, vegetarian)</li><li>• Price Point</li></ul>	Pam/Melanie
12:40 p.m.	Sponsorship Levels (Feature/Value at Each Level) <ul style="list-style-type: none"><li>• Finding Sponsors</li><li>• Contract</li></ul>	Kay
1:00 p.m.	Review of the Rubric	Kay
1:15 p.m.	Next meeting May 4 at 11 a.m.; June and July meetings?	Kay
1:25 p.m.	Public Comment and Final Thoughts	All

Upcoming Meetings:

May 4 11 a.m.